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May 17, 2019

## WHITEHOUSE COUNCIL AGENDA

May 21, 2019

7:00 P.M.

Notice is hereby given that the Whitehouse Village Council will meet on Tuesday, May 21, 2019, at 7:00 PM. This meeting will be held in the Council Chambers, Village Hall, 6925 Providence Street, Whitehouse, Ohio.

Welcome and thank you for attending the Whitehouse Village Council meeting. The purpose of the Village Council meeting is to conduct the official business of the Village of Whitehouse and to hear citizen's comments pertaining to items that appear on the agenda and comments for future consideration. We welcome and encourage your participation. If you wish to make a comment, please wait to be recognized then step to the podium and state your name and address for the record. Please make your comments as concise as possible to allow time for others who wish to make comments. The Mayor presides over the Council meeting and has the authority to take the actions necessary to maintain order and proper decorum among those present. Thank you for your cooperation.

- I. Call to Order
- II. Roll Call
- III. Prayer: Pastor Tom Hoover, Hope United Methodist Church
- IV. Pledge of Allegiance
- V. Adoption of Minutes of the May 7, 2019 Council Meeting
- VI. Adoption of Bills dated May 17, 2019, the Addendum bills dated May 21, 2019, and the March 31, 2019 Financial Reports
- VII. Introduction of Persons to Appear Before Council
  - A. Brad Rhodes from Whitehouse Elementary Will Request Use of Whitehouse Park and the Closing of Lucas Street for Field Day.
- VIII. Committee Reports
  - A. Report on the April 25, 2019 Tree Commission Meeting
  - B. Report on the May 13, 2019 Joint Fallen Timbers Union Cemetery District Meeting
  - C. Report on the May 14, 2019 Committee of the Whole Meeting
    - 1. Recommendation: Authorization to go out to bid for the Traffic signal at Weckerly Rd and Finzel Rd

2. Recommendation: To untable the remaining readings of Ordinance 10-2019  
Authorizing the Village Attorney to Petition the Board of County Commissioners  
to Change Township Lines

- IX. Report of the Mayor
  - A. Recognition of Pastor Tom Hoover from Hope United Methodist Church
  - B. Proclamation Supporting the 225<sup>th</sup> Anniversary of the Battle of Fallen Timbers
  - C. Proclamation For Poppy Day 2019
  - D. Mayoral Selection (1 person) for the Economic Development Committee
  - E. Council Selection (1 person) for the Economic Development Committee
  - F. Mayoral Appointment with Council Confirmation (3 people) for the Economic Development Committee
  - G. Swearing in of New Part-Time Police Officers Christopher Percy, Bryan Smith, and Daniel Silette
- X. Report of the Clerk of Council
- XI. Report of the Village Administrator
- XII. Report of the Village Solicitor
- XIII. Report from Department Heads
- XIV. Citizen Comments on Agenda Items
- XV. Ordinances
- XVI. Resolutions
- XVII. Council Comments
- XVIII. Citizen Comments
- XIX. Adjournment

## MEMORANDUM

FOR: Mayor Donald Atkinson and Members of the Whitehouse Village Council

FROM: Jordan D. Daugherty, Village Administrator

SUBJECT: Council Meeting of Tuesday, May 21, 2019

DATE: May 17, 2019

The Whitehouse Village Council is scheduled to meet on Tuesday, May 21, 2019, at 7:00 PM in the Council Chambers, Village Hall, 6925 Providence Street, Whitehouse, Ohio 43571.

Following the Mayor's call to order, the Council Clerk's roll call, the prayer for Council, and the Pledge of Allegiance, Council can review and approve the May 7, 2019 Council meeting minutes, the Council bills dated May 17, 2019, the addendum bills dated May 21, 2019 and the March 31, 2019 financial reports.

Brad Rhodes from Whitehouse Elementary will be requesting the use of Village Park and the closing of Lucas Street for their Field Day activities.

There will be a report on the April 25, 2019 Tree Commission meeting and the May 13, 2019 Joint Fallen Timbers Union Cemetery District meeting. There will be a report on the May 14, 2019 Committee of the Whole meeting. There were two recommended action items from this meeting.

- Recommendation: Authorization to go out to bid for the Traffic signal at Weckerly Rd and Finzel Rd
- Recommendation: To untable the remaining readings of Ordinance 10-2019 Authorizing the Village Attorney to Petition the Board of County Commissioners to Change Township Lines

The Mayor will recognize Pastor Tom Hoover from Hope United Methodist Church. The Mayor will have two proclamations to read: 1) 225<sup>th</sup> anniversary of the Battle of Fallen Timbers and 2) Poppy Day 2019. There will be a Mayoral selection (1 person) for the Economic Development Committee followed by Council selection (1 person). The Mayor will then appoint (3 people) members of the Economic Development Committee with Council confirmation. The final item for the Mayor will be to swear in three new part-time officers to the Whitehouse Police Department.

The Mayor could then entertain citizen comments.

Finally, the Mayor can call for adjournment.

Respectfully submitted,  
Jordan D. Daugherty  
Village Administrator

At 7:00 PM Mayor Don Atkinson called the meeting to order.

ROLL CALL: Rebecca Conklin Kleiboemer, Mindy Curry, Bob Keogh, Bill May, Louann Artiaga, and Richard Bingham. Also present were the following: Administrator Jordan Daugherty, Solicitor Kevin Heban, Police Chief Mark McDonough, Fire Chief Joshua Hartbarger, Deputy Police Chief Allan Baer, Clerk Susan Miller, and Karen Gerhardinger, Rob Casaletta, Jo McElheney, Sheri Luedtke, Yvonne Walters, Brett Warner, Ed Kaplan, Amy Shultz, Jennifer Bingham, Karen Schneider, Jeff Yoder, Grace Ellis, Madi Denman, David Prueter, Sharon Prueter, and Paul and Bea Ludwig.

Council prayer was given by Pastor Matthew Lash of Community of Christ Church.

Motion by Louann Artiaga, seconded by Richard Bingham to approve the minutes of the April 16, 2019 Council meeting and the April 29, 2019 Special Council meeting. 6 ayes

Motion by Richard Bingham, seconded by Louann Artiaga to approve the bills totaling \$55,875.09 dated May 3, 2019 and the Addendum bills totaling \$126,335.76 dated May 7, 2019. 6 ayes

Motion by Louann Artiaga, seconded by Rebecca Conklin Kleiboemer to approve Memorial Day services on Cemetery Road on May 27, 2019 from 9:00 AM – 10:45 AM with safety services assistance. 6 ayes

Motion by Richard Bingham, seconded by Bob Keogh to approve the date change for the Anthony Wayne Area Arts Commission's Buskerfest to be held on September 7, 2019 from 3:00 – 10:00 PM with safety services assistance. 6 ayes

Sheri Luedtke from the Whitehouse Tree Commission presented the Village with the Tree City USA and Growth Awards.

Motion by Mindy Curry, seconded by Bill May to approve the request by Charles Grass to rezone the property located at 7150 Heller Road, Village of Whitehouse, Lucas County, Ohio (Parcel 9801627) from S-1 to R-3 PUD. 6 ayes

Motion by Bill May, seconded by Mindy Curry to approve the Mayor's appointments of Wayne King as the Citizen Representative and Louann Artiaga as the Council Representative for the Joint Fire District. 6 ayes

Motion by Bob Keogh, seconded by Rebecca Conklin Kleiboemer to authorize the

Regular

May 7,

19

Solicitor to prepare legislation Transferring the Village of Whitehouse Cemetery Property to the Fallen Timbers Union Cemetery District and declaring an emergency. 5 ayes, 1 abstain Louann Artiaga

Motion by Bob Keogh, seconded by Mindy Curry to authorize the Solicitor to prepare legislation authorizing the Administrator to Purchase Monuments for Veteran's Memorial Park for the Village of Whitehouse, Lucas County, Ohio and declaring an emergency. 6 ayes

Mayor Don Atkinson asked for Citizen Comments pertaining to Agenda items.

- Township resident spoke on conforming boundaries, timeline for requests, who the request was made to, how was the request made, potential revenue from the Nexxus compressor station, no recent initiative from the trustees or the citizens, negative impact from the loss of revenue, concerns about reduction of police staff in Waterville Township due to decreased revenue

Motion by Louann Artiaga, seconded by Mindy Curry to table Ordinance 10-2019 for 90 days. 4 ayes, 1 no Bill May, 1 abstain Richard Bingham

Motion by Bob Keogh, seconded by Rebecca Conklin Kleiboemer to accept, as previously authorized, Ordinance 11-2019 Transferring the Village of Whitehouse Cemetery Property to the Fallen Timbers Union Cemetery District at its first reading and declaring an emergency. 5 ayes, 1 abstain Louann Artiaga

Motion by Bill May, seconded by Mindy Curry to suspend the rules and to have the second and third reading of Ordinance 11-2019 by title only and declaring an emergency. 5 ayes, 1 abstain Louann Artiaga

Motion by Bill May, seconded by Mindy Curry to accept Ordinance 11-2019 and to pass said Ordinance and declaring an emergency. 5 ayes, 1 abstain Louann Artiaga

Motion by Rebecca Conklin Kleiboemer, seconded by Mindy Curry to accept, as previously authorized, Resolution 10-2019 Directing the Administration to take the Necessary Steps to Prohibit Parking and Standing of Motor Vehicles on the Berm of State Route 64 in Certain Areas within the Village of Whitehouse at its first reading and declaring an emergency. 6 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Mindy Curry to suspend the rules and to have the second and third reading of Resolution 10-2019 by title only and declaring an emergency. 6 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Mindy Curry to accept Resolution 10-2019 and to pass said Resolution and declaring an emergency. 6 ayes

Motion by Mindy Curry, seconded by Bill May to accept, as previously authorized, Resolution 11-2019 authorizing the Administrator to Purchase Monuments for Veteran's Memorial Park for the Village of Whitehouse, Lucas County, Ohio at its first reading and declaring an emergency. 6 ayes

Motion by Bill May, seconded by Bob Keogh to suspend the rules and to have the second and third reading of Resolution 11-2019 by title only and declaring an emergency. 6 ayes

Motion by Bob Keogh, seconded by Bill May to accept Resolution 11-2019 and to pass said Resolution and declaring an emergency. 6 ayes

Motion by Bob Keogh seconded by Rebecca Conklin Kleiboemer to adjourn into Executive Session on a matter of Economic Development at 8:13 PM. 6 ayes

Motion by Louann Artiaga, seconded by Rebecca Conklin Kleiboemer to reconvene at 8:40 PM. 6 ayes

Other items discussed:

- Brett Warner clarified that his request for conforming borders was made as an individual and not as a Township Trustee, stating that the Township should govern the Township and the Village should govern the Village
- Tree City USA – money that goes to trees, Arbor Day celebration, Public tree planting, Tree Commission Academy, Seminar by Ashley Decker of the Nature Conservancy – Unique and Unusual Oak Openings, Invasive plant removal around the large quarry, Silva cells under Sidewalks in streetscaping, seminar by Roger and Judy Meyer on Bees, Boy scouts dug holes For Arbor Day, Girl scout presentation,

Art teacher had student decorate Kroger bags, the Village is fortunate to have a dedicated, knowledgeable, diligent tree commission, the Tree Commission is thankful for the Village and Public Works support

- Variance for attached garage rejected, neighbor concerns
- Planning Commission approved unanimously the petition by Charles Grass for a zoning change at 7150 Heller Road, waterline to be looped, Planning Commission renew Steeplechase Plat 6 and 7
- Union Cemetery District joint meeting Monday, May 13, 2019, in Waterville City Council Chambers, a Quorum of all three bodies is needed, the budget and inside

millage will be set, legislation transferring property to the district, millage is proposed at .46 mills, tree maintenance, labor Contracts, Equipment purchases, prices for new vehicles/leasing, pick up truck, trailer for excavator, hauling, initial estimate was .35 mills, does not include capital improvement allocation like roadway repair, intention is for millage to go down, millage can be changed annually, seed money needs to be repaid, not used to build revenue, Waterville City is supportive of the budget, the board has done a good job

- May 11, 2019 Anthony Wayne Generals 5K and art show/wellness expo beginning at 9:00 AM, May 15, 2019 Cyclewerks Duathlon at 7:00 PM
- Salt purchase \$69.44/ton
- Veteran's Memorial Park concrete needs to cure for 28 days, will secure sight for Cherry Fest, push to improve site next to Veteran's Memorial Park before Cherry Fest
- Military Appreciation Night Thursday, June 6, 2019 6:30-10:00 PM at Whitehouse Village Park, Tickets are \$25 each or \$40 for two
- Nominations for Grand Marshall are being accepted for the Cherry Fest parade
- Rebar sticking out in the parking lot
- Multi-use path lighting, capital project to be presented at the 2020 budget season
- Great comments being made about the park and the tulips at the Village entrance sign
- Graffiti on the new park toys
- Bucher Road ditch
- TTHM testing next week, voluntary testing rendered favorable results
- Police recruiting
- Three – four people attended the downtown business meeting
- Tweaking the industrial park sign to include everyone and be visible
- Highpoint Animal Hospital looking into upgrading their sign, applied for a municipal grant
- Train in Village Park looks good, fitness and musical equipment timeline
- Name of Whitehouse Cemetery to remain the same, UCD will own the property

Motion by Louann Artiaga, seconded by Bob Keogh to adjourn at 8:41 PM

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Duly Appointed Clerk of Council

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Mayor

# COUNCIL BILLS

## 5/17/2019

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
Department of Public Utilities	WATER	\$59,299.24	\$59,299.24	Monthly Water Usage
Dollar General	FIRE	\$46.75		Supplies
Dollar General	ADMINISTRATION	\$14.90	\$61.65	Supplies
Edge	CAPITAL PROJECTS	\$2,334.44		Veterans Memorial Park
Edge	CAPITAL PROJECTS	\$705.00	\$3,039.44	Streetscaping
Four County Career Center	FIRE	\$336.00	\$336.00	CPR Materials
Heban, Murphree & Lewandowski	POLICE	\$2,109.50	\$2,109.50	Prosecutor Invoice
Lexipol	POLICE	\$8,704.00	\$8,704.00	Law Enforcement Policy Manual Update
MASI	WATER	\$115.50	\$115.50	Water Sample Analysis
Maumee Valley Memorials	CAPITAL PROJECTS	\$45,297.00	\$45,297.00	Monuments for Veterans Memorial Park
Menards	WATER	\$16.49		Pipe Wrench
Menards	PARKS	\$39.99		Bags
Menards	STREETS	\$8.53	\$65.01	Cable Ties
MT Business Technologies, Inc.	POLICE	\$123.12		Copier Charges
MT Business Technologies, Inc.	MAINTENANCE	\$112.91	\$236.03	Copier Charges
Ohio Treasurer	STREETS	\$27,153.58	\$27,153.58	OPWC Loans
OpenOnline	POLICE	\$257.93	\$257.93	Background Checks
Phoenix Safety Outfitters	FIRE	\$228.00	\$228.00	Fire Gloves
PNC	ADMINISTRATION	\$22.51		Software Fee
PNC	ADMINISTRATION	\$16.08		Software Fee
PNC	LIFE SQUAD	\$13.93		Software Fee
PNC	MAINTENANCE	\$107.16		Wellness Incentives
PNC	POLICE	\$554.78		Wellness Incentives
PNC	MAINTENANCE	\$228.23		Supplies
PNC	ADMINISTRATION	\$34.10		Supplies
PNC	POLICE	\$31.92		Office Supplies
PNC	FIRE	\$697.98		Wellness Incentives
PNC	FIRE	\$965.97		Wellness Incentives
PNC	FIRE	\$68.48		Supplies
PNC	FIRE	\$110.94		Supplies
PNC	MAINTENANCE	\$7.29		Battery
PNC	POLICE	\$15.81		Supplies
PNC	MAINTENANCE	\$88.99		Supplies
PNC	VARIOUS	\$41.14		Senior Call Number
PNC	FIRE	\$26.16		Conference Travel Expense
PNC	ADMINISTRATION	\$99.00		Software Fee
PNC	ADMINISTRATION	\$67.26		Fuel
PNC	FIRE	\$50.80		Food for Mock Crash
PNC	ADMINISTRATION	\$44.51		Meeting



VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
PNC	ADMINISTRATION	\$13.50		Mass Email System
PNC	ADMINISTRATION	\$76.40		Fuel
PNC	ADMINISTRATION	\$76.18		Fuel
PNC	ADMINISTRATION	\$75.67		Fuel
PNC	PARKS	\$280.00		Playground Galvanized Spikes
PNC	FIRE	\$15.00		Phone Trial
PNC	POLICE	\$990.00		Training
PNC	POLICE	\$396.39		Safety Town
PNC	FIRE	\$356.10		Hose Reel Fittings
PNC	ADMINISTRATION	\$18.46		Supplies
PNC	ADMINISTRATION	\$70.20		Fuel
PNC	FIRE	\$27.17		Conference Travel Expense
PNC	ADMINISTRATION	\$76.57		Fuel
PNC	FIRE	\$77.74		Conference Travel Expense
PNC	WATER	\$100.00		Training
PNC	FIRE	\$112.90		Flowers for Funeral
PNC	ADMINISTRATION	\$33.30		Mailing
PNC	ADMINISTRATION	\$41.10		Certified Mailings
PNC	ADMINISTRATION	\$2.80		Mailing
PNC	POLICE	\$27.30		Mailing
PNC	FIRE	\$31.07		Business Cards
PNC	FIRE	\$68.15		Pizza for Drug Take Back
PNC	FIRE	\$60.09		Helicopter Windsock
PNC	FIRE	\$47.74		Wind Sock
PNC	ADMINISTRATION	\$209.20		Supplies for Event
PNC	MAINTENANCE	\$154.50		Supplies
PNC	MAINTENANCE	\$1,470.00	\$8,200.57	Uniform Pants
Ram Exterminators	MAINTENANCE	\$40.00		Bug Spraying
Ram Exterminators	MAINTENANCE	\$36.00	\$76.00	Bug Spraying
Sautter's	LIFE SQUAD	\$76.11	\$76.11	Supplies
Time Warner Cable	FIRE	\$351.16		Phones & Internet
Time Warner Cable	POLICE	\$144.97		Phones & Internet
Time Warner Cable	FIRE	\$104.98		Phones & Internet
Time Warner Cable	PARKS	\$300.55		Phones & Internet
Time Warner Cable	MAINTENANCE	\$144.96		Phones & Internet
Time Warner Cable	LIFE SQUAD	\$150.28		Phones & Internet
Time Warner Cable	WATER	\$150.27		Phones & Internet
Time Warner Cable	SEWER	\$150.27	\$1,347.17	Phones & Internet
Toledo Edison	SEWER	\$54.47	\$54.47	Monthly Electrical Charges
Treasurer, Lucas County	SEWER	\$40,558.54	\$40,558.54	Quarterly Operation Costs
Triotech	SEWER	\$540.00	\$540.00	Office 365 & Ninja Antivirus
UniFirst	ADMINISTRATION	\$18.80		Rug Cleaning
UniFirst	POLICE	\$18.80	\$37.60	Rug Cleaning
UniFirst	MAINTENANCE			
		\$197,793.34	\$197,793.34	



## Request for Special Event

Village of Whitehouse  
PO Box 2476, Whitehouse, OH 43571  
Phone: (419) 877-5383/ Fax: (419) 877-5635

Name of Event: Whitehouse Primary Field Day  
Coordinator/Contact Person: Brad Rhodes  
Address: 6510 Texas St.  
Phone: 419-877-0543 Email: brhodes@anthonywayneschools.org  
FAX: 419-877-4905  
Event Date(s): May 28, 2019 Event Hours: 8:00 AM - 3:30 PM  
Estimated Number of Attendance: 750 (not all at same time though)  
Brief Description of Event: Half of school in AM Half of school in PM. Children will complete Field Day activities in stations around the park

Will the Event Use Signage/Attraction Devices? ☐ Yes ☒ No  
Amplified Voice/Music? ☒ Yes ☐ No Megaphone  
Food/Beverage Sales? ☐ Yes ☒ No Alcoholic Beverage Sales: ☐ Yes ☒ No  
Product Sales? ☐ Yes ☒ No Other (explain):  
If YES to any of the above, please explain: Our gym teacher will use a megaphone. We will bring coolers of water for kids. General's Ice Cream is also partnering with us for the day.

Identify any Village services, public facilities, or equipment you are requesting in conjunction with this event:

☒ Police Assistance ☒ Streets Closed ☒ Enclosed Shelterhouse ☒ Pavilion ☐ Other  
Explain: We are asking for police assistance from school to the park, throughout the day and help getting back to school. We would like both buildings, and have requested that Lucas street be closed to through traffic.

PLEASE supply a map highlighting the property, temporary structures (identifying use and activity), pedestrian ways and/or streets that will be impacted by this event.

We are pleased that you have chosen Whitehouse and honored to be a part of your function. Depending on what types of assistance your function requires, at times these activities require overtime pay for Village personnel. At the current time, no fees are charged, however, if you would like to donate to offset the associated costs, please feel free to donate to: Village of Whitehouse, PO Box 2476, Whitehouse, OH 43571

### READ THE FOLLOWING BEFORE SIGNING

The submittal of this event form does not ensure approval of the event.

Be advised, the Village cannot accommodate every event and some events may require reimbursement for services rendered. You must attach to this application either an Insurance Policy or a Certificate of Insurance that includes the policy number, amount of coverage, and the provision that the Village of Whitehouse is included as an Additional Insured. The insurance requirements depend on the risk level of the event.

The applicant agrees to defend, indemnify, and hold harmless the Village of Whitehouse from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed or recovered against or from the Village of Whitehouse by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury, or death, arises out of this activity

Signature: \_\_\_\_\_

Date: 5/9/19

6925 Providence Street . PO Box 2476 . Whitehouse, Ohio 43571  
Phone 419-877-5383 . Fax 419-877-5635  
whitehouseoh.gov

## AGREEMENT FOR POLICE/SECURITY SERVICE

WHEREAS, by Resolution, the Village Administrator of the Village of Whitehouse, Ohio, is authorized and empowered to enter into written agreements with public or private organizations, to assign public safety officers to special duties, with such organizations, when, in the opinion of the Village Administrator and the Chief of Police, such duty serves the purpose of public safety, traffic control and the public welfare.

Now, therefore, it is agreed by and between the parties as follows:

1. The Chief of Police shall assign public safety officers (officers) to duty at:  
Whitehouse Primary Field Day  
\_\_\_\_ See attached map showing locations  
and that such officer(s) shall at all times be under the control of the Chief of Police.
2. The uniform of the officer(s) shall at all times be under the control of the Chief of Police.
3. Officer(s) who are assigned to this event shall be paid for this service in accordance with the Personnel Policies and Procedures Manual of the Village of Whitehouse, Ohio.
4. The Village of Whitehouse agrees to furnish officer(s) under the terms of this agreement, if and only if, officer(s) are available for such duty as determined by the Chief of Police.
5. Duties of any officer(s) assigned shall be limited to the boundaries of the Village of Whitehouse, Ohio. Exceptions would include those that serve law enforcement interests outside the boundaries of the Village of Whitehouse (i.e., Anthony Wayne School District off-campus, school-sponsored activities, etc.).
6. The Event Coordinator/Contact Person/Sponsoring Entity may provide a donation for security services made payable to *The Village of Whitehouse*.
7. Officer(s) assigned under terms of this contract shall be covered by Workmen's Compensation paid on the officer's behalf by the Village of Whitehouse.
8. This agreement may be canceled by either party by 30-day written notice or to the mutual satisfaction of both undersigned parties.
9. Requests for additional/reduction of officers to supplement this initial agreement must be made to the Village Administrator no later than fifteen (15) days from the date of the scheduled event. The Police Chief reserves the right to honor or reject these requests based upon officer availability and/or needs of the agency.

This agreement entered into on this 9<sup>th</sup> day of May, 2019, by and between the Village of Whitehouse, County of Lucas, State of Ohio, and the Event Coordinator/Contact Person, in witness whereof the parties hereunto have set their hands at Whitehouse, Ohio.

\_\_\_\_\_  
Village Administrator

 Brad Rhodes - Principal  
Event Coordinator/Contact Person

**REQUEST FOR POLICE/SECURITY SERVICES—VILLAGE OF WHITEHOUSE, OHIO**

TYPE OF FUNCTION/ACTIVITY: Whitehouse Primary Field Day

DATE/TIME OF FUNCTION/EVENT: 9:45 AM - 3:30 PM

LOCATION: School and Village Park

NUMBER OF OFFICERS REQUESTED: 1 throughout day. Additional assistance during transition times to and from village park.

EVENT COORDINATOR CONTACT INFORMATION:

NAME Brad Rhodes

ORGANIZATION Anthony Wayne Schools / Whitehouse Primary School

ADDRESS 6510 Texas St  
Whitehouse, OH

PHONE 419-877-0543

EMAIL brhodes@anthonywayneschools.org

FAX 419-877-4905

Donations for services rendered may be made payable to:

The Village of Whitehouse  
6925 Providence St.  
P.O. Box 2476  
Whitehouse, OH 43571

*For Office Use Only*

Date: \_\_\_\_\_

\_\_\_\_ Approved as requested.

\_\_\_\_ Approved, with modifications (specify): \_\_\_\_\_

\_\_\_\_ Disapproved (specify): \_\_\_\_\_

Chief of Police \_\_\_\_\_

CC: Village Administrator

Public Service Director

Fire Chief

Community Development Coordinator

## **Whitehouse Tree Commission**

April 25, 2019

**Attendees:** Sheri Luedtke, Chair; Amy Schultz, Vice Chair; Richard Bingham, Council Rep; Mark Thomas, Village Rep; Christine Manzey; Michelle Tippie; Elliot Tramer

The meeting was called to order at 19:05.

Before approving the minutes from March 2019, Sheri Luedtke indicated there were two changes. First, the date of the Arbor Day celebration with Whitehouse Elementary was changed to May 3<sup>rd</sup>. And, second, one of the trees to be planted at the Arbor Day celebration would be a Hackberry instead of the Little Leaf Linden. A motion to accept the revised March 2019 meeting minutes was made by Michelle Tippe and seconded by Amy Schultz. The motion was carried unanimously.

### **Old Business:**

Mark Thomas reported that there were no new acquisitions or removals this month.

Dianne Toffler volunteered last month to organize the Forms and Documents cabinet and has been busy providing this necessary service. No new forms or documents were discussed.

Elliot Tramer reported on his meeting with representatives from the Whitehouse Library. The library board was concerned about young people gathering in the evening out of sight behind the building. Elliot recommended the removal of three spruce trees: one was dead, the second was experiencing needle drop, and the third was aesthetically unappealing. He further recommended the trimming away from the library wall of three inner arborvitae, and removal of a picnic table.

### **New Business:**

Three Tree Commission members attended the Tree City USA 2019 Ceremony in Crestline, OH. They received the Growth Award for Whitehouse; brought back a poster titled "Life, Death, and Rebirth of a Tree" which Sheri Luedtke will laminate; and heard a presentation by a gentleman who portrayed John Chapman (a.k.a. Johnny Appleseed). Sheri asked whether the Tree Commission might want to sponsor a community event featuring this John Chapman impersonator. This event would count toward future Growth Award points. Sheri reported that she requested to be put on the Village Council meeting agenda on May 7<sup>th</sup> (7:00 pm) so she could explain the significance of the Growth Award.

Sheri Luedtke reported that she received a call from a local Girl Scout troupe who were working on a Tree badge. Sheri arranged to meet with them on April 30 at 6:00 pm to describe the mission of our Tree Commission; describe how to plant trees; and give each girl a sapling.

The first Flower/Farmer Market in Whitehouse will be on May 4<sup>th</sup>. Sheri Luedtke volunteered to man the Tree Commission table and pass out any extra saplings we might have that were left over from Arbor Day. Amy Schultz mentioned that the Village Council was considering occasionally having the Market day on Wednesday evenings.

Sheri Luedtke reiterated the flow of activities for the May 3<sup>rd</sup> Arbor Day celebration with Whitehouse Primary third graders. The event will take place at 2:00 pm with the Mayor reading a Proclamation. Three or possibly four trees will be planted. The holes will be dug by the Boy Scouts previous to the event. 300 bags donated by Kroger's will be decorated by the students and then returned to Kroger's for their use. Tree Commission members will meet at the Shelter house at noon to prepare the saplings that will be given to each student.

Michelle Tippie volunteered to write an article about the banning of planting Callery Pears on public rights of way for the Village Update newsletter. This newsletter is scheduled to be available primarily online.

The Village has changed its website which has resulted in the omission of a Tree Commission page. Michelle Tippie suggested that Sheri Luedtke contact Jill Gundy about improving public accessibility of Tree Commission documents such as the Tree Ordinance, planting instructions, etc.

Sheri Luedtke volunteered to draft a letter to Jeffrey Rodriguez, the homeowner at 10631 Saron, concerning the removal of the Callery Pears planted in the public tree lawn. She will share the draft with Commission members before sending.

### **Other Issues**

Richard Bingham will not be present at the next Tree Commission meeting but will receive minutes for his Village Council report.

Mark Thomas reported that bids were being taken for the removal of a tree at 11140 West St.

Elliot Tramer directed the attention of the attendees to the east side of the Village Hall where the Serviceberries were in full bloom. These trees were planted last year along with yew bushes as a renovation of the plantings around the building.

A motion to adjourn at 19:48 was made by Amy Schultz and seconded by Elliot Tramer. The motion was carried unanimously.

Respectfully submitted by Christine Manzey

Fallen Timbers Union Cemetery District  
(Whitehouse, City of Waterville, Waterville Township)  
Joint Meeting – R.C. 759.27 & 759.341  
May 13, 2019  
6:00 PM

At 6:02 PM Waterville Mayor Lori Brodie called the joint meeting to order.

The City of Waterville called their Roll.

ROLL CALL for the Village of Whitehouse: Rebecca Conklin Kleiboemer, Mindy Curry, Bob Keogh, Bill May, Louann Artiaga, and Richard Bingham. Also present were the following: Mayor Don Atkinson, Administrator Jordan Daugherty, Clerk Susan Miller, Lori Brodie, Jon Gochenour, Phil Dombey, Barb Bruno, Rod Frey, Timothy G. Pedro, Mary Duncan, Brett Warner, Kyle Hertzfeld, Duke Wheeler, Jennifer Bingham, and Jim Bagdonis.

Waterville Mayor Lori Brodie moved to approve the minutes of the January 7, 2019 joint meeting. Motion unanimously approved. (6 ayes Whitehouse, 3 ayes Waterville Township, 4 ayes City of Waterville)

Waterville Mayor Lori Brodie moved to elect Brett Warner as Cemetery Trustee to a 3 year term (January 1, 2020 to December 31, 2022). Motion was unanimously approved. (6 ayes Whitehouse, 3 ayes Waterville Township, 4 ayes City of Waterville)

Motion by Lori Brodie, seconded by Barb Bruno to adopt the 2020 Cemetery Appropriations. Motion was approved (5 ayes Whitehouse 1 abstain Louann Artiaga, 3 ayes Waterville Township, 4 ayes City of Waterville)

Motion by Lori Brodie, seconded by Barb Bruno to Set Property Tax Millage for 2020 at .46. Motion was unanimously approved (6 ayes Whitehouse, 3 ayes Waterville Township, 4 ayes City of Waterville)

Other items discussed:

- Revenue, Expenditures
- A \$200,000 home in the UCD at .46 mills will be charged \$16.10/half or \$32.20 annually
- Budget appropriation changes
- Debt service is the seed money repayment
- Hourly rate of \$150 is labor, equipment, overtime, weekends
- Some sites are not yet plotted
- Technical and website funding
- County Auditor and Treasurer's fee – fee for collecting real estate tax
- Equipment, mini excavator, pick up truck, 2 lawn mowers, comparison to lease
- Waterville Township transfer took place in 2019
- Next joint meeting is scheduled for May 11, 2020
- Thank you for the incredible job and hard work

Motion by Mindy Curry, seconded by Rebecca Conklin Kleiboemer to adjourn at 6:23 PM.

The City of Waterville adjourned at 6:23 PM.

Waterville Township adjourned at 6:23 PM.

Respectfully submitted,

Susan Miller  
Clerk of Council

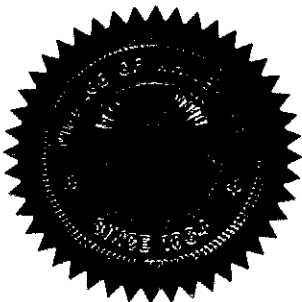




# PROCLAMATION

- WHEREAS,** following the signing of the Treaty of Paris in 1783, the Old Northwest Territories were the site of great conflict between the newly formed United States of America, American Settlers, a Confederation of Native Tribes, Canadian Militia and the British Military; and
- WHEREAS,** one of the most pivotal battles the formation of the United States of America, the Battle of Fallen Timbers, occurred near what is now the intersection of Jerome Road and US Route 24 on August 20, 1794; and
- WHEREAS,** the Battle resulted in the 1795 signing of the Treaty of Greenville and formal cessation of war between the United States and the Confederation of Native Tribes and the 1796 Jay Treaty ending the British occupation of For Miamis and the Old Northwest Territories, creating a pathway for statehood for Ohio in 1803; and
- WHEREAS,** the US Congress established the Fallen Timbers Battlefield, Fallen Timbers Monument and Fort Miamis National Historic Site by Public Law 106-164 on December 9, 1999 and defined a partnership and affiliation between the National Park Service, Ohio History Connection, Toledo Metroparks and the Fallen Timbers Battlefield Preservation Commission; and
- WHEREAS,** the mission of the Fallen Timbers Battlefield Preservation Commission is to promote the importance of the site through education and preservation and to provide opportunity for all members of the public to recognize the sacrifices made to enable the creation of our great Nation; and
- WHEREAS,** the partners responsible for preservation of the site will be conducting several events to recognize the importance of the Battle; and
- WHEREAS,** August 20, 2019 will be the 225<sup>th</sup> Anniversary of the Battle of Fallen Timbers

**THEREFORE, be it resolved that I, Donald L. Atkinson, Mayor,** of the Village of Whitehouse, Lucas County, Ohio, do hereby recognize the efforts of all partners engaged in the preservation of our region's history in commemorating the 225<sup>th</sup> Anniversary of the Battle of Fallen Timbers and proclaim Tuesday, August 20, 2019 as a special day to show appreciation as Battle of Fallen Timbers Commemoration Day in the Village of Whitehouse and encourage all citizens to show their gratitude by attending and participating in the events surrounding the 225<sup>th</sup> Anniversary Commemoration.



**IN WITNESS WHEREOF, I**  
have hereunto set my hand and  
caused to be affixed the official  
seal of the Village of Whitehouse,  
Lucas County, Ohio, this 21st day  
May 2019.

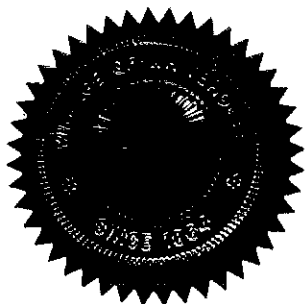
\_\_\_\_\_  
Donald L. Atkinson, Mayor



# PROCLAMATION

- WHEREAS,** The poppy, as a memorial flower for the American war dead, is a tradition which began in the years following the First World War; and
- WHEREAS,** Veterans returning to their homes in this country after World War I remembered the wild poppies which lined the devastated battlefields of France and Flanders Field; and
- WHEREAS,** The soldiers of all nations came to look upon this flower as a living symbol of their dead comrades' sacrifice; and
- WHEREAS,** Today that little symbolic flower continues to pay tribute to those millions who have answered the call to arms and made the supreme sacrifice; and
- WHEREAS,** The Poppy Day is more than a symbol, it is a source of hope and aid for many in our nation, as disable veterans receive financial assistance for making poppies by hand as part of their therapy; and
- WHEREAS,** The Poppy Day program is designed exclusively for assistance to veterans and their families in time of need; and
- WHEREAS,** The American Legion Auxiliary adopted the Poppy as its memorial flower which pays tribute to the war dead and aids the living veterans and their families; and
- WHEREAS,** The American Legion Auxiliary has pledged to remind America annually of this debt through distribution of the red crepe paper poppy;

**THEREFORE, I, Donald L. Atkinson, Mayor** of the Village of Whitehouse, Lucas County, Ohio, do hereby proclaim the 24<sup>th</sup> day of May, 2019 as **POPPY DAY** and urge all citizens to pay tribute to those who have made the ultimate sacrifice in the name of freedom by wearing the Memorial Poppy on this day.



**IN WITNESS WHEREOF,** I have hereunto set my hand and caused to be affixed the official seal of the Village of Whitehouse, Lucas County, Ohio, this 21st day of May, 2019.

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Donald L. Atkinson, Mayor

## May 21, 2019

**03-19-19**      1.      February 28, 2019:    Income Tax Collection = \$413,723.10  
Compared to last year = \$316,048.21 (30.91% increase)  
JEDD & JEDZ collections = \$239,169.23

## ADMINISTRATIVE ACTIVITIES

- ## COMMUNITY DEVELOPMENT

**01-11-19**

1. **The Preserve, Plat 2.** Plans under review. Construction is 95% complete.
2. **Witte Walk.** Final plans submitted and under review. Plans approved, sent to EPA for approval. Village has received approved water improvement plans. Construction started.

**08-31-18**      1.      Two grant applications have been authorized by Council.

                 a.      **Weckerly Road Resurfacing** – Joint application with Lucas County for OPWC funds. 2019 construction year. Weckerly Road from bridge at Swan Creek south to Lenderson, and all of Lenderson. Project has been approved for OPWC funding – 2019 project year.

                 b.      **Bucher Road / Finzel Road** – Joint application with Lucas County for OPWC funds. 2020 construction year. Bucher to Village limits and Finzel Road. Weckerly to AWHs campus – 3 lane portion of roadway.

**03-05-19**      1.    **Veteran's Memorial Park** – Contract awarded to B& J Concrete. Site preparations are underway.

02-19-19      1.    **Weckerly Road Resurfacing** – this is a joint project application with Lucas County Engineer to mill and resurface Weckerly Road from Lenderson to the

Village limits and Lenderson from Cable to Shepler. Project has been approved for OPWC funding – 2019 project year.

2. **Downtown Streetscape Phase 2** - Providence Street from Waterville Street to Lucas Street and Toledo to Maumee Street, including Veterans Memorial Park. Renew sidewalks, street trees, and areas between the sidewalks and curbs. In final engineering phase. Meeting held on 4/25/18 to explain construction process to downtown business owners. Out to bid 6/14-29/18. Bid opening scheduled for 6/29/18 at 1:00 pm. Bids rejected, will rebid soon. Project rebid with a bid opening scheduled for January. Bid awarded to B&J Concrete Construction.
3. **Weckerly Rd. & Finzel Signalization** – In engineering with Poggemeyer Design Group.

## **WATER**

- |                 |  |
|-----------------|--|
| <b>02-19-19</b> | 1. Meeting with potential water partners in effort to provide a reasonable, long term solution. Staff almost finished with due diligence process. Recommendations to be made soon. Continued review of option to ensue on 01/11/17. Meetings to consider a Regional Water District currently taking place. Review of additional alternate water options ongoing. |
|-----------------|--|

## **WASTE WATER**

## **SANITATION**

## **MISCELLANEOUS**

- |                 |  |
|-----------------|--|
| <b>05-21-19</b> | 1. <b>Building Permits:</b> 15 new home as of 05/17/2019.  |
| <b>01-01-19</b> | 2. <b>Public Works:</b> <ol style="list-style-type: none"><li>1. Spring preparations</li><li>2. Tree trimming and brush clearing</li><li>3. Park play equipment project</li><li>4. GIS mapping of Utilities – Public Service is working with Poggemeyer Design Group to map all water, sanitary sewer and storm sewer assets in the Village.</li></ol> |

## **Boards and Commissions**

- A. Board of Zoning Appeals
  1. Pending approval of May 1, 2019, meeting
- B. Charter Revision Commission
  1. Pending approval of May 9, 2018 Meeting Minutes
- C. Fire Dependency Board
  1. Pending approval of February 27, 2019 meeting minutes

- D. Planning Commission
  - 1. Pending approval of May 6, 2019, meeting minutes
- E. Records Commission
  - 1. Pending approval of June 5, 2018, Meeting Minutes
  - 2. Pending 2018 Reorganization Meeting
  - 3. Pending Review of Records Set for Destruction in 2018
  - 4. Pending Review of Records Policies
- F. Tree Commission (Report due on April 25, 2019 meeting)
  - 1. Pending approval of April 25, 2019 meeting minutes
  - 2. Pending Tree Inventory

**Council Committee of the Whole** (Report due on May 14, 2019 meeting)

- A. Economic Development
  - 1. Pending Monitoring of Economic Development Plan (ongoing)
- B. Finance, Audit & Investment
- C. Franchise, Lands & Buildings
- D. Parks & Recreation
  - 1. Completion of Veterans Memorial Park
  - 2. Completion of Waterville Street Multi-Use Trail (Phase II)
  - 3. Pending review of implementation of projects in Whitehouse Park
- E. Public Services Committee
  - 1. Pending Discussion of New Downtown Traffic Signage (late summer)
  - 2. Pending Discussion of Water Supply Options
  - 3. Pending Discussion of Looping Water Lines via Stiles Road.
- F. Personnel & Safety
  - 1. Pending Consideration of Traffic Signal at Weckerly/Finzel Intersection
- G. General
  - 1. Pending review of Council project list

Note: If you wish to place an item on the Agenda, please let me know.



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## Zoning Enforcement Report –May 2019

With all the rain we have had, vegetation is growing rapidly. It has been observed that the vast majority of property owners are doing a good job dodging the rain and caring for the vegetation on their properties. With the warmer weather, people are also getting out their boats. I continue to educate residents on our regulations for boat parking. Many are unaware that there are regulations that affect where they can park their boats.

As you know, zoning plays an important role in the beautification of the community as a whole. While we cannot force residents to meticulously maintain their properties, we have taken a balanced approach encouraging regular upkeep. It can be very difficult to please everyone. Some people think that zoning is a “cure all” and that we are all powerful. In reality, at times it can be difficult to achieve compliance.

By following a similar approach to the police, fine results have been achieved. I have likened it to the police focusing on the worst offenders, the speeders going 10, 15, or 20+ miles an hour over the speed limit, not someone going 36 in a 35 mph zone. The same is true with zoning. If we enforced the letter of the law at all times, there could be the potential of hundreds of violations, and many angry residents at every meeting. With a balanced approach and by catching the worst offenders, we come across as being reasonable without being overbearing on the community. People seem to really appreciate this. Thank you for the opportunity to continue to make Whitehouse a great place to live.

Respectfully submitted,

*Jacob T. Barnes*

Jacob T. Barnes

## Zoning Violation Report

**May 2019**

NAME	ADDRESS	VIOLATION LOCATION	VIOLATION	ACTION
Billings, Frank	10960 Helen Rd	Front, Rear	Grass, weeds	Inspected, notice sent. Spoke with owner (419) 349-6589, it is in the process of being taken care of.
Burek, Gary	6414 Lenderson	Rear	Junk, debris	Complaint received from the police about a neighbor dispute. It appears that the items in the complaint were removed. Will be following up on this. Fence has been repaired.
DKP, LTD	6825 Finzel Rd	Side	Goodwill Box	Complaint just received.
Franklin, Danny	6011 Matthew	Front, Rear	Junk, Debris	Notice sent. Re-inspected, property has been cleaned. Violation resolved.
General Pro Hardware	6635 Providence	Side/rear	Fence falling down	Spoke with owner, has been taken care of.
General Pro Hardware	6635 Providence	All	Debris	Owner is cleaning up
Green, Donna	6832 Providence	Side	Piles of junk, garbage bags	Inspected, notice sent. Piles of trash observed. Second inspection. Final Notice sent.
Jones, Mary	10910 Toledo St		Junk, Debris	Property under review
Molter, Katelyn	11002 Helen Rd	Side	Pile of brush	Inspected, notice sent.
Myerholtz, Clinton	6336 Whitehouse Valley	Front	Report of Garbage cans, building materials	Inspected, no violation observed.
Phillips, Kourtney	6307 Weckerly Rd	Front	RV in front of home	Inspected, Notice sent.
Priestas, Sue	10820 Waterville St	Front	Report of truck filled with junk	Spoke to owner, they are having it removed.
Rose, Joseph	11134 Temperance St	Front	RV stored in front of home	Inspected, Notice sent. Inspected again, it has been removed.
Siebert, Mark	11164 Temperance St	Front	Complaint about driveway, shingles, and rear window	Complainant, Tom 419-877-9648. Spoke with him and inspected. No apparent zoning violation. Will monitor.
Sorenson, Lillian	6644 Merritt	Front, Rear	Junk, debris	Inspected, no zoning violation.
SM & CP, LTD	6740 Cemetery Rd	Front	Junk, insecure dumpster	Items have been taken care of.
The Shops at Blue Creek	5901 Weckerly Rd	Front	Temp Sign	Spoke with owner, it has been removed.
<b>REFERRED TO PROSECUTOR</b>				
Albright, Angelia	10915 St. Louis	Rear	Junk, Debris	Spoke with Prosecutor. Case still in court. She pled NC and was found guilty and fined.
General Pro Hardware	6635 Providence	Entire	Debris, merchandise, etc.	We have worked out compliance with the owner. Case has been dismissed. Property is

## Zoning Violation Report

May 2019

				being monitored on a weekly basis.
Hertzfeld, Bryan	7125 Berkeley Southern Rd	Front	RV parked in front of home	Filed in Court. Re-inspected, and it has been removed. Pending Dismissal.
Siebert, Mark	11164 Temperance	Side, rear	Junk, Debris	Spoke with Prosecutor. Pending dismissal in December as long as no similar issues are found this year. Health Dept. violations still pending.